



SCDCA 2010 Renewal Notice

Online Electronic Filing on SCBOS Now Available!

To avoid penalties all registration renewals are due in our office by January 31, 2010:

- Credit Grantor Notification - \$120 fee per location
- Maximum Rate Schedules - \$40 fee per location
- Rent-To-Own Notification - \$120 fee per location
- Motor Vehicle Closing Fee - \$10 fee

Filing electronically (nothing is mailed in) on South Carolina Business One Stop (SCBOS)

We highly recommend electronic filing of renewals through South Carolina Business One Stop (SCBOS).

- ✓ Renew using an established account for registered businesses and limit the amount of time and data input necessary to complete your registration.
- ✓ Pay your fees online using secure and confidential payment engine which accepts credit cards and electronic funds withdrawals. SCBOS is free to use and there are no additional user fees added when making payment on line.

Not sure? Go to www.scbos.sc.gov and see the Consumer Affairs renewal video on just how easy it is to file electronically this year! Use the “Consumer Affairs Renewals” link under the “Training Videos” section. Also see the “Renew with Department of Consumer Affairs” link.



Ready to file? Go to www.scbos.sc.gov and log in to get started:

- Look for the “login/Sign up” area on the upper right side of the SCBOS home page.
- If you have not logged on in a while, you may be required to **change your password** - this will take you to your workspace.
- Next, click the “Start Renewal” link on the left side of the page and follow the instructions.
- If you have not used SCBOS before, you will be asked to sign up your business first, and then you will be able to start your renewal.

Once Consumer Affairs staff completes the processing of your renewal, we will send you a new registration via the US Postal Service. If you are filing on line you do not have to mail in the registration form.

If you have any problems you may contact the SCBOS help desk via telephone at 803-898-5690. You may also email us at scboshelp@scbos.sc.gov, or you may “Live Chat” via the SCBOS Help Center at www.scbos.sc.gov.

Filing by US Mail - Once again, we highly recommend electronic filing of renewals through South Carolina Business One Stop (SCBOS). This method will increase efficiency and reduce data input time for future filings. If you cannot file electronically, you may use the enclosed form(s) or phone us at 803-734-4253.